



Policy No. 301

Delegation to the Executive Director

Adopted: May 20, 1998

All Council authority delegated to staff is delegated through the Executive Director so that all authority and accountability of staff – as far as the Council is concerned – is considered to be the authority and accountability of the Executive Director.

1. The Council will direct the Executive Director to achieve certain results, for certain recipients, at a certain cost through the establishment of Ends policies. The Council will limit the latitude the Executive Director may exercise in practices, methods, conduct and other “means” through the establishment of Executive Limitations policies.
2. As long as the Executive Director uses any reasonable interpretation of the Council’s Ends and Executive Limitation policies, the Executive Director is authorized to establish all further policies, make all decisions, take all actions, establish all practices, and develop all activities.
3. The Council may change its End and Executive Limitations policies, thereby shifting the boundary between Council and Executive Director domains. By doing so, the Council changes the latitude given to the Executive Director. So long as any particular delegation is in place, the Council members will respect and support the Executive Director’s choices.
4. Only decisions of the Council acting as a body are binding upon the Executive Director.
5. Decisions or instructions of individual Council members, officers, or committee are not binding on the Executive Director except in rare circumstances when the Council has specifically authorized such exercise of authority.
6. In the case of Council members or committees requesting information or assistance without Council authorization, the Executive Director can refuse such requests that require – in the Executive Director’s judgement – a material amount of staff time or funds or are disruptive.